

# Minutes

## Camino Montessori Board of Directors

### Board Meeting

Tuesday Feb 18, 2014 @ ~~5:00~~ PM at Camino  
6:15

#### **Board Members Present**

J. Webster, K. Webster, M. Mulligan

#### **Board Members Absent**

R. Brandon

## I. Opening Items

#### **Call the Meeting to Order**

J. Webster called a meeting of the board of trustees of Camino Montessori Board of Directors to order on Tuesday Feb 18, 2014 @ 6:36 PM at Camino .

#### **Read & Review Mission Statement**

#### **Approve Minutes**

M. Mulligan made a motion to approve minutes from the Board Meeting on 01-21-14.

K. Webster seconded the motion.

The board **VOTED** unanimously to approve the motion.

## II. Finance

#### **Review & signature approval current A/P vouchers; P/R vouchers**

#### **Financial Reports: December, 2013; January 2014**

M. Mulligan made a motion to accept the January financials as presented by ADI.

K. Webster seconded the motion.

The board **VOTED** unanimously to approve the motion.

#### **AZ CSP Grant**

Round two AZ CSP grant budget was submitted and has been approved. Judy reviewed highlights of the budget.

#### **ECA Tax Credit**

Tabled for discussion for next meeting. Judy will also research tax/tuition credit options for private preschools.

#### **Fundraising Projects**

Judy gave an update on current fundraising developments, including Frys, Montessori Compass (Amazon), Book Fair (Scholastic), Labels for Education, Box tops. Need to think about Fundraising Committee w/non board member (parent) support.

## III. Governance

#### **Consent Agenda Draft**

Marianne provided the language for adding consent agenda item/process to our board agenda format.

J. Webster made a motion to approve the consent agenda policy as presented.

M. Mulligan seconded the motion.

The board **VOTED** unanimously to approve the motion.

#### **Member resignations**

Rebecca Brandon submitted her resignation from the board effective February 1st, 2014.

### **Welcome new board members**

J. Webster made a motion to formally accept the application of Kaitlin Perkins to the Camino Board of Directors.

K. Webster seconded the motion.

The board **VOTED** unanimously to approve the motion.

### **New Board Member Orientation**

Discussed the need to create a new board member orientation packet and process. Kevin volunteered to oversee putting something in place & will report progress at next meeting.

### **Task Force-board job descriptions**

Tabled discussion until next meeting.

### **Employee Policies & Handbook**

Marianne is waiting to hear back from our attorney regarding final revisions of portions of the handbook.

## **IV. Academic & Student Achievement**

### **Student Achievement Data**

Judy shared first drafts of student achievement data. Spent time explaining the results of current assessments. Camino is using STAR Early Literacy assessment tool to assess Camino students. Will continue to develop format for sharing with the board.

### **Performance Mgt. Plans-Annual Review**

Tabled discussion until next meeting.

### **Core Literacy Program (MOWR)**

Instructional staff currently working with Judy to develop Camino "Core Literacy Handbook". She will keep board up to date with progress.

## **V. Facility**

### **Site Expansion**

Judy shared updates regarding Trinity Crossing as possible expansion site. The board agrees to continue moving forward on the development and future expansion to Trinity Crossing.

## **VI. Development**

### **Program Levels Expansion**

After discussion, the board realized this item has been approved by vote in previous meeting.

### **3-5 year Strategic Plan**

Tabled for discussion at next meeting.

### **Parent Community Development**

Judy gave an update of parent community development and how supportive they have been. A core parent group is in early stages of development, and Judy will keep board updated with progress.

## **VII. CEO Support And Eval**

### **CEO Eval Tool & Process**

Tabled for discussion at next meeting.

## **VIII. Closing Items**

### **Call to Public**

No public in attendance.

### **Next Board Mtg.-March 18th**

confirmed next meeting is on March 18th at 6:15 p.m.

### **Adjourn Meeting**

M. Mulligan made a motion to to adjourn.

J. Webster seconded the motion.

The board **VOTED** unanimously to approve the motion.

There being no further business to be transacted, and upon motion duly made, seconded and approved, the meeting was adjourned at 07:57 pm.

Respectfully Submitted,

M. Hoover